

MINUTES
STATE BOARD FOR COMMUNITY AND JUNIOR COLLEGES
Committee of the Whole Meeting
Thursday, May 20, 2010

The committee of the whole of the State Board for Community and Junior Colleges (SBCJC) met at 6:00 p.m. at Huntington's Grille in Jackson and then reconvened at 7:15 p.m. in the Hattiesburg Room of the Hilton Hotel in Jackson, on May 20, 2010.

Members present: Mr. Bubba Hudspeth, Chairman; Ms. Toni Cooley; and Mr. Ed Perry.
Members absent were: *Mr. Bobby Steinriede; Mrs. Patricia Dickens; Mr. Max Huey; Mr. Chip Crane; and Mr. Bruce Martin.*

SBCJC Staff in attendance: Dr. Eric Clark, Mrs. Deborah Gilbert, Dr. Debra West, Dr. Shawn Mackey, and Mrs. Missy Saxton.

CALL TO ORDER

Chairman Bubba Hudspeth called the meeting to order, welcomed all board members in attendance and asked all to keep the family of George Walker in our thoughts and prayers. He then asked Dr. Clark to provide his report.

Dr. Clark welcomed all members and began by reporting that a memorial to Chairman George Walker will be created for and posted on the agency website. When Chairman Walker passed away, Vice-Chairman Hudspeth automatically became the chairman. Dr. Clark confirmed with Mr. Chuck Rubisoff of the Attorney General's Office that this was proper procedure. Mr. Rubisoff further said that board members will need to elect a vice-chairman when they feel it appropriate, for the remainder of the fiscal year, until June 30, 2010. Also, the office of vice-chairman will need to be elected for the new fiscal year term beginning July 1, 2010 and ending June 30, 2011.

Dr. Clark and Mrs. Deborah Gilbert will talk in detail about the budget on Friday morning. This is the toughest it has been in a long time. The administrative budget is stable and if we do not have additional cuts, we will be able to keep the staffing numbers we currently have.

Dr. Clark reported on House Bill 1071. This bill created the Education Achievement Council (EAC) and is a follow up to Graduation Rate Task Force. The goal of the EAC is to increase education attainment and population by 2025. The EAC will include six members of the community college system. Dr. Glenn Boyce, Dr. Jesse Smith and Dr. Ronnie Nettles were recommended by Dr. Willis Lott and Dr. Scott Elliot to serve on the council. Two SBCJC board members will be selected and Dr. Clark will serve as the sixth representative. Dr. Clark will request approval from the board for these appointments.

Dr. Clark would like to propose an updated name for our agency. This will require legislative approval. He proposes the change of State Board for Community and Junior Colleges to Mississippi Community College Board. He will seek approval from the Board and the Legislature. Dr. Clark has talked with Dr. Willis Lott about the proposed name change and Dr. Lott reported that all of the 15 CJC presidents are in support of the proposed name change.

Dr. Clark reported that Dr. Hank Bounds, Commissioner of IHL, has requested all agencies housed in the IHL building to consider moving to a four-day work week for the summer months, in an effort to conserve funds and energy. Dr. Clark has consulted with Mr. Rubisoff and reports that Mississippi Code Annotated, Section 25-1-98 says that state agencies will be open 8-5, Monday through Friday. Dr. Clark will ask the board for confirmation that he has the authority to make that decision regarding SBCJC staff. Dr. Clark concluded his report.

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Chairman Hudspeth said that he and Dr. Clark had discussed the vacancy of the vice-chair position and he asked Dr. Clark to delay placing that item on the May agenda until June, due to the absence of several board members. Chairman Hudspeth requested the election of the vice-chair position to be placed on the agenda for the June meeting.

Dr. Shawn Mackey reported a Career and Technical Education contract will be presented under the Finance Agenda. The contract has been reviewed by Mr. Rubisoff. Dr. Mackey will present the standard workforce report, as well as the standard grants report on Friday. Dr. Mackey concluded his report.

Dr. Debra West reported she will present information that was recently reported, as required by law, to the Commission on the Status of Women. She will also report on the training that some of our colleges are doing to assist with the oil spill. She concluded her report.

Mrs. Deborah Gilbert provided the following information regarding the Finance agenda:

Attachment 1 is the approval request for the Education Enhancement Fund Disbursements out of Fund 4080 in the amount of \$2,783,465.00 and Fund 4110 in the amount of \$82,112.00, totaling \$2,865,577.00, effective May 31, 2010. This will require approval.

Attachment 2 is an update on Education Enhancement Fund Reductions. This is for informational purposes only.

Attachments 3a and 3b are Financial Statements for General Fund 2291 and Special Funds as of April 30, 2010. These are for informational purposes only and do not require approval.

Attachment 4 is the approval request for the FY 2011 Administrative Budget. This will require approval.

Attachments 5a and 5b are the approval requests for the FY 2011 Z-1 Budget. This will require approval.

Attachment 6 is the approval request for the guidelines for the Administration of Associate Degree Nursing Support for FY 2011. This will require approval.

Attachment 7 is the approval request for the guide for the Disbursement of Advanced Training Center Funds for FY 2011. This will require approval.

Attachment 8 is the approval request for the guidelines for Disbursement of Education Technology Funds for FY 2011. This will require approval.

Attachment 9 is the approval request for the Schedule of Disbursement for FY 2011. This will require approval.

Attachments 10a and 10b are the review documents for FY 2012 Support and Administration Budget Requests. These are for informational purposes only.

Attachment 11 is the purchasing approval request of more than \$25,000 for the contract with the Hilton for the Career and Technical Education Conference to be held August 4 and 5, 2010. This contract is for \$25,734. The Mississippi Department of Education will reimburse the SBCJC for the cost of this conference. This will require approval.

Mrs. Gilbert concluded her report.

There being no other business, Chairman Hudspeth adjourned the meeting at 8:00 p.m.

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Recorded by:

A handwritten signature in blue ink, appearing to read "Missy Saxton", written over a horizontal line.

Missy Saxton, Executive Assistant

A handwritten signature in blue ink, appearing to read "Bubba Hudspeth", written over a horizontal line.

Mr. Bubba Hudspeth, Chairman

A handwritten signature in blue ink, appearing to read "Eric Clark", written over a horizontal line.

Dr. Eric Clark, Executive Director